

# Housing Authority of the City of Vineland

*REGULAR MEETING*  
**Thursday, June 15, 2023**  
**6:03 p.m.**

The Regular Meeting of the Housing Authority of the City of Vineland was called to order by Chairman Ruiz-Mesa on Thursday, June 15, 2023, at 6:03 p.m. at the office of the Authority located at 191 W. Chestnut Avenue, Vineland, New Jersey 08360.

The following Commissioners were present:

Commissioner Chris Chapman  
Commissioner Daniel Peretti  
Commissioner Brian Asselta  
Commissioner Albert Porter  
Commissioner Iris Acosta-Jimenez (Absent)  
Chairman Mario Ruiz-Mesa

Also present were Jacqueline Jones, Executive Director, Wendy Hughes, Assistant Executive Director, Harry Furman, Esquire – Solicitor, Linda Cavallo – Accountant and Gloria Pomales, Executive Assistant.

Chairman Ruiz-Mesa read the Sunshine Law.

Chairman Ruiz-Mesa entertained a motion to approve the minutes of the Regular Meeting held on May 18, 2023. A motion was made by Commissioner Chapman and seconded by Commissioner Porter. The following vote was taken:

Commissioner Chris Chapman (Yes)  
Commissioner Daniel Peretti (Abstain)  
Commissioner Brian Asselta (Yes)  
Commissioner Albert Porter (Yes)  
Commissioner Iris Acosta-Jimenez (Absent)  
Chairman Mario Ruiz-Mesa (Yes)

Chairman Ruiz-Mesa called for the Financial Report from the Fee Accountant. Linda Cavallo reviewed the Financial Report for the eight months ending May 31, 2023. Mrs. Jones commented about the high profit amount. The HAP funds are so high because there was some existing HAP reserve funds and then HUD increased the Authority's funding. The increase was about 10% more than last year. The Authority is starting to see those funds flow in. The Authority anticipates it will be able to serve another 50 families if they can find units or they can lease their existing unit in place.

## **Executive Director's Report:**

Chairman Ruiz-Mesa requested the Executive Administrative Report. Mrs. Jones reported there is a resolution tonight to award the elevator refurbishment contract for Kidston and Olivio. The bid was rejected last month and it was sent out for rebid. The Authority received one bidder and everything was in order.

The audit for FYE September 30, 2022 is almost finished. It is a quick turnaround because the auditors just finished the audit for FYE 2021.

There is no new update on the Kidston and Olivio project from last month. The exterior renovation is finished. The Authority is waiting for the close out documents on that to wrap it up. There are some items the Authority is waiting for to finish the interior renovations such as the water filtration system and the fire pump replacement. There is a change order tonight for a concrete pad for the water filtration system. The fire pump replacement parts are still on back order.

Mrs. Jones reviewed the Scattered Site chart provided in her written report. There are a total of 72 homes. The Authority will retain 37 homes. 8 homes have been sold. There are 27 homes left to sell. Currently, the Authority is working with about 5-6 families to move into homes that are vacant and that the Authority will be retaining or some families are being issued a voucher. Some families are being "right sized" for a unit that is appropriate for the family size. As soon as these 27 homes are vacant, they will be listed for sale. Then it will be down to about 20 houses to sell. Just a reminder, the Authority needs to realize the gain from the sale of these homes before it converts D'Orazio to RAD, otherwise the Authority will need to give any proceeds back to HUD. If there isn't a lot of movement if the Authority cannot find places for the tenants to live then the possibility of selling the units occupied with a voucher to investors may be a possibility. The Authority needs to actively move on this because D'Orazio needs to be renovated. It is the Authority's oldest property and it is in need of repair. As the Commissioners are aware, there was a fire a couple of months ago in a unit at D'Orazio and it badly affected 3 other units and the roof of that building. The roof has to be replaced. The insurance company will replace the roof and refurbish the units affected by the fire. The recommendation was to move out seven of the residents in the building and since there are 10 in a building it was decided to just move all residents and clear the entire building during the repair. The intention is to refurbish this entire building while it is empty. The insurance company will pay for three units and the roof as well as the structure of the roof. This leaves seven units, two of which are 1-bedroom units and the rest are 0-bedroom units. The Authority is going to get a cost for refurbishing these units. This project will be brought back to the Board for a decision on how to move forward.

Mrs. Jones reported there are two vacancies at Melrose and the Authority is working to fill those vacancies. Overall, the Authority is at about a 97% occupancy rate. The waiting list is being open for 0-1-bedroom units.

Chairman Porter asked about the furniture for the Towers. Mrs. Jones stated she was waiting for the elevator refurbishment cost to be determined to make sure there was enough money for the furniture. Brief discussion regarding recent hires.

**Committee Report:** None.

**Old Business:** None.

**New Business:** None.

With no other discussion in related matters the Vice Chairman moved to the Resolutions.

**Resolution #2023-28**  
**Resolution to Approve Monthly Expenses**

Chairman Ruiz-Mesa stated the bills have been reviewed and are recommended for payment in the sum of \$1,105,543.27. A motion was made by Commissioner Porter; seconded by Commissioner Chapman. The following vote was taken:

|                                  |          |
|----------------------------------|----------|
| Commissioner Chris Chapman       | (Yes)    |
| Commissioner Daniel Peretti      | (Yes)    |
| Commissioner Brian Asselta       | (Yes)    |
| Commissioner Albert Porter       | (Yes)    |
| Commissioner Iris Acosta-Jimenez | (Absent) |
| Chairman Mario Ruiz-Mesa         | (Yes)    |

**Resolution #2023-29**  
**Dispose of Furniture and Equipment Utilizing the Disposition Policy**

Chairman Ruiz-Mesa called for a motion to approve Resolution #2023-29. A motion was made by Commissioner Asselta; seconded by Commissioner Chapman. The following vote was taken:

|                                  |          |
|----------------------------------|----------|
| Commissioner Chris Chapman       | (Yes)    |
| Commissioner Daniel Peretti      | (Yes)    |
| Commissioner Brian Asselta       | (Yes)    |
| Commissioner Albert Porter       | (Yes)    |
| Commissioner Iris Acosta-Jimenez | (Absent) |
| Chairman Mario Ruiz-Mesa         | (Yes)    |

**Resolution #2023-30**  
**Standard Board Resolution for the Congregate Housing Services Program**

Chairman Ruiz-Mesa called for a motion to approve Resolution #2023-30. Mrs. Jones briefly explained the Congregate Housing Services Program and its funding. Mrs. Jones mentioned she is working on the 2024 VHA Budget and will be contacting the Budget Committee for review of budget prior to the Board Meeting. A motion was made by Commissioner Chapman; seconded by Commissioner Porter. The following vote was taken:

|                                  |          |
|----------------------------------|----------|
| Commissioner Chris Chapman       | (Yes)    |
| Commissioner Daniel Peretti      | (Yes)    |
| Commissioner Brian Asselta       | (Yes)    |
| Commissioner Albert Porter       | (Yes)    |
| Commissioner Iris Acosta-Jimenez | (Absent) |
| Chairman Mario Ruiz-Mesa         | (Yes)    |

**Resolution #2023-31**  
**Authorizing the Execution of a Sub-Grantee Agreement with the City of Vineland  
for the Computer Learning Center**

Chairman Ruiz-Mesa called for a motion to approve Resolution #2023-31. Mrs. Jones explained this grant provided through the City. A motion was made by Commissioner Asselta; seconded by Commissioner Chapman. The following vote was taken:

|                                  |          |
|----------------------------------|----------|
| Commissioner Chris Chapman       | (Yes)    |
| Commissioner Daniel Peretti      | (Yes)    |
| Commissioner Brian Asselta       | (Yes)    |
| Commissioner Albert Porter       | (Yes)    |
| Commissioner Iris Acosta-Jimenez | (Absent) |
| Chairman Mario Ruiz-Mesa         | (Yes)    |

**Resolution #2023-32**  
**Approving Change Orders #27 for  
Kidston & Olivio Towers Interior and Plumbing Renovations**

Chairman Ruiz-Mesa called for a motion to approve Resolution #2023-32. A motion was made by Commissioner Asselta; seconded by Commissioner Chapman. The following vote was taken:

|                                  |          |
|----------------------------------|----------|
| Commissioner Chris Chapman       | (Yes)    |
| Commissioner Daniel Peretti      | (Yes)    |
| Commissioner Brian Asselta       | (Yes)    |
| Commissioner Albert Porter       | (Yes)    |
| Commissioner Iris Acosta-Jimenez | (Absent) |
| Chairman Mario Ruiz-Mesa         | (Yes)    |

**Resolution #2023-33**  
**Award Elevator Maintenance and Modernization at Kidston & Olivio Towers**

Chairman Ruiz-Mesa called for a motion to approve Resolution #2023-33. A motion was made by Commissioner Porter; seconded by Commissioner Chapman. The following vote was taken:

|                                  |          |
|----------------------------------|----------|
| Commissioner Chris Chapman       | (Yes)    |
| Commissioner Daniel Peretti      | (Yes)    |
| Commissioner Brian Asselta       | (Yes)    |
| Commissioner Albert Porter       | (Yes)    |
| Commissioner Iris Acosta-Jimenez | (Absent) |
| Chairman Mario Ruiz-Mesa         | (Yes)    |

There is no need for an Executive Session.

Chairman Ruiz-Mesa asked for comments from the press and/or public. No press or public comments. Chairman Ruiz-Mesa asked for comments from Board Members. No comments.

With no further business to discuss, Chairman Ruiz-Mesa entertained a motion for adjournment of the Regular Meeting. A motion was made by Commissioner Asselta; seconded by Commissioner Chapman. The Board Members unanimously carried the vote present. The Regular Meeting of the Board of Commissioners was adjourned at 6:25 p.m.

Respectfully submitted,



Jacqueline S. Jones  
Secretary/Treasurer